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October 30, 2009

TO: Each Supervisor

FROM: Jonathan E. Fielding, M.D., M.P.H.  
Director and Health Officer

SUBJECT: NOTIFICATION OF USE OF DELEGATED AUTHORITY BY THE  
DEPARTMENT OF PUBLIC HEALTH TO EXECUTE AN AGREEMENT WITH  
MAXIM HEALTH SYSTEMS FOR PUBLIC HEALTH PREPAREDNESS AND  
RESPONSE FOR BIOTERRORISM

This is to inform you that I am exercising the delegated authority as approved by your Board on July 29, 2008, to execute a service agreement related to bioterrorism response and public health emergency preparedness funded by Centers for Disease Control and Prevention (CDC), with the contract maximum obligation not to exceed \$500,000 per service agreement, subject to review and approval by County Counsel and the Chief Executive Office (CEO) and notification of the Board offices.

On April 26, 2009, a public health emergency was declared by the United States Department of Health and Human Services as the result of the detection of 20 known cases of individuals infected by swine origin Influenza A virus, now known as the H1N1 in the United States. Subsequently, the World Health Organization declared the first pandemic in over 40 years in recognition of widespread and sustained human-to-human transmission of the virus in multiple regions around the globe. In light of the threat a pandemic can pose to the nation's public health and security, Congress responded by appropriating funding for the "Public Health and Social Services Emergency Fund" to prepare for and respond to the influenza pandemic. These funds are intended to bolster the nation's preparedness and response capabilities in order to decrease morbidity and mortality rates associated with the influenza pandemic.

Approximately 85% of the H1N1 vaccine to be supplied to Los Angeles County will go to the private sector for distribution to the bulk of the eligible population through their regular healthcare providers. The remaining vaccine will be administered to the public by the Department of Public Health (DPH) using a mass vaccination campaign to provide vaccine to the eligible uninsured population of Los Angeles County which has no regular healthcare provider. In order to most efficiently and effectively deliver pandemic H1N1 flu vaccine to the medically underserved, DPH is contracting with Maxim Health Systems (MAXIM) to augment existing County nursing staff to vaccinate those eligible at community mass vaccination clinics and when responding to school outbreaks.

MAXIM has been in business for more than 20 years providing allied health staffing for both the public and private sector in the United States and internationally. Maxim specializes in providing nursing, physician, and administrative staffing support services, and has particular expertise in delivering on-site, turnkey flu vaccination services. As a nationwide distributor of seasonal flu vaccine each year, they provide trained staff (including specialized nurses for vaccinating infants and children), flu vaccine, ancillary supplies and all required forms and handouts required to administer flu vaccine. In addition, MAXIM provides administrative staff to collect all required documentation of these services, and performs data entry.

MAXIM's unique turn-key flu vaccination services and their proven record, make them an essential partner with the County in the rapid delivery of vaccine to those most vulnerable to pandemic H1N1 flu. Using the above referenced delegated authority, DPH will therefore execute a service agreement with MAXIM to provide personnel to administer the H1N1 vaccine as one component of the DPH's mass vaccination campaign.

The total proposed cost for this agreement is \$499,995; effective upon date of execution by the parties through April 30, 2010; 100% percent offset by CDC Public Health Emergency Response funds NA 1H75TP000350-01 Revised Amendment 3 for Fiscal Year 2009-2010; with no net County cost.

County Counsel and the CEO have approved the proposed agreement as to form. Attachment I is the Sole Source Checklist which has been approved and signed by the CEO.

If you have any questions or require additional information, please let me know.

JEF/rdt

c: Chief Executive Officer  
Acting County Counsel  
Executive Officer, Board of Supervisors

Assignment#01275